

MINORITY AND WOMEN BUSINESS ENTERPRISE APPLICATION**

CR-0001A (REV 7/2004)

20. IS THE FIRM CURRENTLY CERTIFIED WITH OTHER PUBLIC/FEDERAL/STATE AGENCIES?

CERTIFYING AGENCY

EXPIRATION DATE

PHONE NO.

☐ YES - ATTACH COPY OF CERTIFICATION☐ NO**INDICATE EACH DOCUMENT SUBMITTED WITH A CHECK MARK**21. THE FOLLOWING DOCUMENTS AND ANY AMENDMENTS ARE REQUIRED BY ALL COMPANIES:

(FOR EXPLANATIONS OF EACH DOCUMENT, PLEASE REFER TO THE ENCLOSED INSTRUCTION SHEETS.)

YOU MUST SUBMIT ALL DOCUMENTATION APPLICABLE TO YOUR FIRM. IF NOT APPLICABLE, PLEASE EXPLAIN IN ITEM 25 OR ON A SEPARATE SHEET.
FAILURE TO PROVIDE APPLICABLE INFORMATION MAY RESULT IN CLOSURE OF THE FILE.

- ☐ (1) FEDERAL TAX FORM (1040 OR 1065-K1 OR 1120S AND 4562) AND ALL SCHEDULES FOR LAST THREE YEARS EACH PRINCIPAL MUST ALSO SUBMIT PERSONAL TAX FORMS.
- ☐ (2) COPIES OF 3 PROPOSALS OR CONTRACTS.
- ☐ (3) BANK SIGNATURE CARD OR LETTER FROM BANK INDICATING WHO IS AUTHORIZED TO SIGN ON FIRMS ACCOUNT.
- ☐ (4) RESUME OF ALL INDIVIDUALS LISTED IN ITEMS 2, 8, 9, 10, AND 11 SHOWING EDUCATION, TRAINING AND EMPLOYMENT WITH DATES.
- ☐ (5) CURRENT DUTY STATEMENT OF DAY TO DAY ACTIVITIES OF INDIVIDUALS LISTED IN ITEMS 2, 8, 9, 10, 11 AND OF KEY EMPLOYEES.
- ☐ (6) A LIST OF MAJOR EQUIPMENT OWNED TO PERFORM ESSENTIAL FUNCTIONS OF YOUR BUSINESS.
- ☐ (7) PROPERTY RENTAL AND LEASE AGREEMENTS.
- ☐ (8) PROOF OF INITIAL BUSINESS CAPITALIZATION.
- ☐ (9) COPIES OF LAST 4 QUARTERLY WAGE AND WITHHOLDING REPORTS (DE-6s).
- ☐ (10) COPIES OF ALL APPLICABLE LICENSE(S) OR PERMIT(S) AS LISTED IN ITEM #8.
- ☐ (11) IF APPLICABLE, A COMPLETE COPY OF ANY EXISTING TRUSTS.
- ☐ (12) FICTITIOUS BUSINESS NAME STATEMENT.

22. THE FOLLOWING DOCUMENTS ARE REQUIRED FOR THE FOLLOWING BUSINESS TYPES:

PARTNERSHIPS

- ☐ (1) PARTNERSHIP AGREEMENTS.
- ☐ (2) BYLAWS AND ALL AMENDMENTS.
- ☐ (3) MINUTES OF ORIGINAL PARTNERSHIP MEETING AND MINUTES FROM THE LAST 3 YEARS.

CORPORATION

- ☐ (1) ARTICLES OF INCORPORATION AND AMENDMENTS.
- ☐ (2) BYLAWS AND ALL AMENDMENTS.
- ☐ (3) COPIES OF ALL STOCK CERTIFICATES (*NO SAMPLES*), STOCK TRANSFER LEDGERS, PROOF OF STOCK PURCHASE.
- ☐ (4) IF A FOREIGN CORPORATION, COPY OF AUTHORITY TO DO BUSINESS IN CALIFORNIA.
- ☐ (6) ALL MINUTES OF THE BOARD OF DIRECTOR'S MEETINGS FOR THE LAST THREE (3) YEARS AND THE FIRST ORGANIZATIONAL MEETING MINUTES.
- ☐ (5) STATEMENT BY DOMESTIC STOCK CORPORATION.

LIMITED LIABILITY COMPANY

- ☐ (1) ARTICLES OF ORGANIZATION AND ALL AMENDMENTS OR RESTATEMENTS.
- ☐ (2) OPERATING AGREEMENT AND ALL AMENDMENTS.
- ☐ (3) STATEMENT OF INFORMATION (CERTIFIED COPY FILED WITH SECRETARY OF STATE).
- ☐ (4) PROOF OF REGISTRATION AS A FOREIGN LIMITED LIABILITY (IF APPLICABLE).
- ☐ (5) CALIFORNIA TAX FORM 568, LIMITED LIABILITY COMPANY RETURN OF INCOME FOR LAST THREE TAX YEARS WITH ALL SCHEDULES.
- ☐ (6) PROOF OF FEES PAID TO FRANCHISE TAX BOARD AND/OR SECRETARY OF STATE.

23. TRUCKER

- ☐ (1) DEPARTMENT OF MOTOR VEHICLE REGISTRATION FOR TRUCK(S) OWNED.
- ☐ (2) PUBLIC LIABILITY AND PROPERTY DAMAGE INSURANCE COVERAGE.

24. SUPPLIERS

- ☐ (1) LIST OF MANUFACTURES, INCLUDING PHONE NUMBER.
- ☐ (2) INVENTORY LIST AND ADDRESS OF STORAGE SITE.
- ☐ (3) EXPLAIN HOW SUPPLIES ARE PACKAGED AND SHIPPED TO CONTRACTORS.